

## UTILITIES COMMISSION

January 9, 2007

7:30 p.m.

The Stafford County Utilities Commission met for its regular meeting on January 9, 2007, in Conference Room A, B, C in the Stafford County Administration Center. Commission members present were Joyce Arndt, Richard Carroll, Juan Chaves, Bob Hunt, Patricia Kurpiel, and Gene Mayausky. Dale Allen, Keith Dayton, and Cheryl Giles were present for the Utilities Department.

1. **Election of Officers** – Nominations were opened for the office of Chairman, Gene Mayausky nominated Juan Chaves. Bob Hunt seconded the nomination. There being no further nominations, the commission voted on the office. Mr. Chaves was reelected by a 6-0 vote.

Nominations were opened for the office of Vice Chairman. Gene Mayausky nominated Bob Hunt. Patricia Kurpiel seconded the nomination. There being no further nominations, the commission voted on the office. Mr. Hunt was elected by a 6-0 vote.

Nominations were opened for the office of Recording Secretary. Gene Mayausky nominated Patricia Kurpiel. Bob Hunt seconded the nomination. There being no further nominations, the commission voted on the office. Ms. Kurpiel was elected by a 6-0 vote.

2. **Public Presentations** – There were no public presentations.

3. **Approval of Minutes** - Minutes for the December 12, 2006 meeting were approved as written.

4. **Capital Improvements Program** – Keith Dayton reported on the Capital Improvements Program (CIP). Keith began the report by commenting that the CIP very closely follows the General Water and Sewer Development Plans. Keith explained two methods that were implemented during the preparation of the CIP. (1) Timing projects in various phases so staff could be available to administer the projects effectively and (2) eliminating a large carry over of rollover funding. Keith then highlighted several capital projects by providing a description, justification, and the estimated operating impact of the project.

Richard Carroll inquired about the planning and design fees for water towers. Keith responded the fees are calculated based upon a 10% design fee. Bob Hunt asked if the Utilities Dept. owns the design for the water towers. Keith responded yes. Patricia Kurpiel inquired if employing staff to design water towers had been pursued. Keith explained that hiring in-house competent staff to administer the projects is very difficult and time consuming. Patricia then asked how many firms are hired to administer the project. Keith responded only one firm is hired, but the firm may hire additional subcontractors.

Keith then highlighted the following water projects: Rocky Pen Run Reservoir, the England Run Water Storage Tank, the Water Treatment Facility Upgrades, the Centreport Water Storage Tank, the 342 and 480 Zone Water System Improvements.

Richard Carroll inquired if the Centreport Water Storage Tank would eliminate the use of pump and haul for the airport. Keith responded no and explained the project is tied more to fire protection for the Centreport area. Juan Chaves asked if the project would handle the desired industrial development for that area. Keith responded yes that it would.

Keith explained that the England Run Water Tank, the 342 and 480 Zone Water System Improvements are all tied into the Rocky Pen Run Reservoir zone and would require a large amount of staff's time.

Patricia Kurpiel asked what issue was causing the delay with the Board of Zoning Appeals (BZA) for Rocky Pen Run. Keith explained that Utilities needs to put a dam on Rocky Pen Run which would change the one hundred year flood plain. In order to change flood plain, BZA must approve the change. The issue causing the delay is BZA requires that all property owners that would be affected must sign an affidavit agreeing that a dam can be built on Rocky Pen Run. Staff has remodeled the BZA package to focus only on the foundation preparation which consists of getting the rock exposed, treating the rock and putting a dam on top of it. This operation would affect fewer property owners. Staff plans to submit a report to BZA at their February meeting.

Keith stated the funds for the recommended annual appropriation as shown on the Project Request Sheet for the Vista Woods Water Booster Pumping Station should be in budget year FY2008 instead of FY2009.

Juan Chaves asked if hiring additional staff would help to get projects completed. Keith responded staff is very hopeful the two engineers that were recently hired would have an effect on the workload. He also commented that staff would reassess conditions at a later date to determine if additional staff would be needed.

Keith Dayton then highlighted the following sewer projects: Pump Station Rehabilitation, the Claiborne Run Gravity Sewer, the Nutrient Removal Upgrades for Aquia and Little Falls Run WWTF, the Falls Run Sewer Interceptor, the Solids Handling Upgrades, the Austin Run Pumping Station, the Potomac Creek and Claiborne Run Pumping Station.

Keith reported there are three major pump station rehabilitations planned. They are to rebuild the Upper Accokeek Pumping Station (PS), replace the Ebenezer Pumping Station, and replace the Aquia Harbor/Dewey Drive Pumping Station. Keith commented that the three projects have absorbed a great amount of staff time.

Richard Carroll asked why the projects have been cumbersome. Keith explained the Upper Accokeek PS was originally designed as an interim pumping station for the Augustine area, but when schools were added, it became tremendously overloaded. The Ebenezer Church and Aquia Harbor/Dewey Drive PS both require equipment replacement upgrades and do not meet current design standards.

Juan Chaves inquired if utilities had made use of state funding for ENR upgrades that is available. Keith responded that yes, we have. Patricia Kurpiel asked what percentage of grants we are receiving. Keith responded that we qualified for around 40%, but that competition for grant funding from other localities may result in us receiving significantly less than that.

Patricia Kurpiel stated that Virginia Health Department had an open comment period on the re-write of their policies and procedures. Patricia asked if staff would consider suggesting that onsite system nutrient removal should be consistent with the STP standards. Dale Allen said he would bring that request to County Administration's attention.

During Keith's briefing about Aquia and Little Falls Run WWTF solids handling upgrades, Patricia asked why the Landfill was tiring of the disposal of biosolids. Keith explained that it is beginning to become more than the Landfill cares to handle due to the nature of the product, limited landfill space and more stringent regulations.

Juan Chaves inquired about details for the Utilities Administration Center. Keith commented that Utilities Administration is preparing to relocate to a 5,000 ft. leased space located near Coal Landing Rd. near the Stone River subdivision. The lease agreement and build-out plan have been completed and staff should be moving into the facility in May, 2007.

Chairman, Juan Chaves thanked Keith for the Capital Improvements Program presentation.

**5. Golden Tap Award** – Gene Mayausky and Bob Hunt volunteered to serve on the Golden Tap Award committee.

The commission scheduled March 13<sup>th</sup> as the date for the Golden Tap Award dinner banquet to be held at Augustine Country Club and that it would replace the regularly scheduled March, 2007 meeting.

**6. 2007 Calendar** – Dale Allen reported the 2007 calendar schedule was a guideline for commission members to go by and suggestions or recommendations were welcomed. After some discussion, members decided that because the Golden Tap Award is held during March, the Neighborhood Projects topic should be moved to the month of April. Patricia Kurpiel expressed interest in touring the Rocky Pen Reservoir in lieu of the plant tour. Members discussed the option and agreed to tour Rocky Pen Reservoir during the month of June. The topic to review rates and fees would be moved to the month of July.

**7. Director of Utilities Report** – Keith Dayton informed members the resolution to advertise for a public hearing to amend and readopt the pump and haul fees had been tabled for two weeks. The Board selected two supervisors to serve on a subcommittee to further explore the pump and haul issue.

The resolution to advertise a public hearing to amend and readopt water and sewer pro rata fees was approved.

**8. Commission Members Comments** – Juan Chaves asked if the Board had acted on the Water and Sewer Master Plan. Keith responded not specifically, but that information on the General Water Improvement Plan and General Sewer Improvement Plan was included in the board package for adjusting the water and sewer pro rata fees.

Patricia Kurpiel reported the subcommittee for Reservoir Protection Overlay met with County Attorney, Steve Judy. Patricia stated there are several items that have been revised and additional items that need to be addressed. Mr. Judy informed the subcommittee that there is not a requirement for a public hearing for Section 17-28, the Terminal Reservoir; however, a public hearing for Section 28-61, the Reservoir Protection Overlay would be needed at the Planning Commission.

The meeting was adjourned at 9:15 p.m.

Respectfully submitted,

Patricia Kurpiel  
Recording Secretary